

THE PARISH COUNCIL OF HARTLEY

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5th September 2017

Dear Councillor

You are hereby summoned to attend a meeting of Hartley Parish Council to be held at the **Pavilion, Manor Field, Church Road** on **MONDAY 11th SEPTEMBER 2017** commencing at **7.30 p.m.** The business to be transacted at the meeting is:

Yours sincerely

Helen Gilder

Helen Gilder
Proper Officer

To assist in the speedy and efficient despatch of business, Members wishing to obtain factual information on items included on the Agenda are asked to contact the Clerk prior to the day of the meeting.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014.

AGENDA

1. Apologies

To receive and approve, if necessary, any apologies for absence.

2. Declarations of Interest

To receive Members' declarations of interest which have not already been entered in the Members' Register of Interests or notified to the Monitoring Officer.

Members are reminded of the duty to register with the Monitoring Officer any change to interests or new interests in Appendices A and B of the Council's adopted Code of Conduct within 28 days of becoming aware of it.

3. Dispensations

To consider any request/s received from Members to grant a dispensation in order to participate in discussion and voting, as appropriate, on matter/s to be considered at this meeting where a Member has an interest in Appendices A and/or B of the Council's Code of Conduct adopted on 10th November 2014.

4. Resignation

(a) To receive and note the resignation of Cllr Mrs Lisa Rogers as a Member of Hartley Parish Council.

(b) A Notice of Vacancy was displayed on the Parish Council's noticeboard on 24th July 2017.

The Council was notified that no requests had been received to fill the casual vacancy in the Parish by election and that pursuant to Rule 8(3) of The Local Elections (Parishes & Communities) Rules 1986, it is the responsibility of Members to co-opt somebody to fill the vacancy "as soon as practicable".

A public notice of the casual vacancy on Hartley Parish Council was displayed on the Council's noticeboards and placed on the Council's website. The closing date for applications was 8th September 2017.

The Council is requested to consider how it wishes to take this matter forward.

5. Co-option to the Council

At the Council meeting held on 10th July 2017, the Council was informed that following Councillor Ramsay's resignation, two applications had been received from eligible candidates in response to the public notice displayed on the Council's noticeboards and website.

To consider two applications for co-option to the Council.

6. Declaration of Acceptance of Office

Subject to the Council's approval of agenda item 5, to receive the prospective councillors' declarations of acceptance of office.

7. Membership of Committees

(CREAM)

Subject to items 4, 5 and 6, to review the membership of committees.

A schedule indicating the current membership of Committees and Advisory Committees is annexed.

8. Minutes

(WHITE)

To approve, as a correct record, the minutes of the Hartley Parish Council meeting held on 10th July 2017. (Annexed).

Adjournment

The meeting will be adjourned to receive any reports from the County Councillor and the District Councillors and to allow a public question time.

Pursuant to Standing Order 3 (e) the Chairman of the Council will invite members of the public to express an interest should they wish to make representations, answer questions or give evidence in respect of any item of business included in the agenda.

9. Planning Committee (YELLOW)

To adopt the minutes of the meetings of the Planning Committee held on 19th July 2017, 2nd August 2017, 16th August 2017 and 30th August 2017 and to consider any recommendations contained therein. (Annexed).

10. Payments (BLUE)

(a) To approve the payment of the accounts for September 2017. (Annexed).

(b) To receive and note a Council detail report setting out actual income and expenditure against budgeted estimates as at 5th September 2017.

(c) To verify the bank reconciliations for the Council's three bank accounts. Bank statements and reconciliations will be available at the meeting.

List of circulated documents

1. Schedule indicating the current membership of Committees and Advisory Committees. **(CREAM)**
2. Minutes of the meeting of the Council held on 10th July 2017. **(WHITE)**
3. Minutes of the meetings of the Planning Committee held on 19th July, 2nd August, 16th August and 30th August 2017. **(YELLOW)**
4. Schedule of payments for September 2017. **(BLUE)**
5. Council detail report setting out actual income and expenditure against budgeted estimates as at 5th September 2017. **(BLUE)**

